

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MILITARY DISTRICT OF WASHINGTON
Fort Lesley J. McNair
Washington, D.C. 20319-5050

MDW Regulation
No. 525-2

11 December 1987

Military Operations
OPERATIONAL PLANNING AND PLANS

FOR THE COMMANDER:

JOSEPH A. ROSS, JR.
Colonel, GS
Chief of Staff

DISTRIBUTION:

A-


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S:

1 HQDA, DAMO-ODM

1 HQDA, DAMO-ODS

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Lieutenant Colonel, AG
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Summary. This regulation is a revision. It establishes the Office of the Deputy Chief of Staff for Operations, Plans and Security (ODCSOPS) as the proponent and oversight manager for operational planning and plans. It prescribes command responsibilities for operational planning and plans; authorizes ODCSOPS to require organizations of the U.S. Army Military District of Washington (MDW) to prepare supporting directives or annexes for operational plans; and prescribes procedures for requesting initial distribution and resupply of operational plans, and for handling classified and accountable plans.

Applicability. This regulation applies to all MDW staff activities, major subordinate commands, and subordinate commands. Specifically, it applies to MDW organizations authorized to prepare operational plans, and users of operational plans.

Supplementation. This regulation may be supplemented, as needed by MDW organizations, with permission of the proponent. Requests to issue supplements must be fully justified in writing and submitted to Cdr, MDW, ATTN: ANOPS-OP-P, Bldg 46, Fort Lesley J. McNair, Washington, D.C. 20319-5050.

*This regulation supersedes MDW Reg 525-2, 24 October 1979.

Suggested improvements. The proponent of this regulation is ODCSOPS. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Cdr, MDW, ATTN: ANOPS-OP-P, Bldg 46, Fort Lesley J. McNair, Washington, D.C. 20319-5050.

1. Purpose

This regulation prescribes policies, procedures, and responsibilities for MDW operational planning and plans.

2. References

Required and related publications are listed in appendix A.

3. Explanation of abbreviations

- a. CPX ----- Command Post Exercises
- b. FORSCOM ----- U.S. Army Forces Command
- c. MDW ----- U.S. Army Military District of Washington
- d. ODCSOPS ----- Office of the Deputy Chief of Staff for Operations, Plans and Security
- e. RC ----- Reserve Component

4. Responsibilities

a. The ODCSOPS will--

(1) Establish, publish, and maintain operational plans. (All MDW operational plans are listed in MDW Pam 25-1.)

(2) Coordinate the publication of operational plans and task preparation of supporting plans and directives as appropriate.

(3) Ensure periodic review of operational plans is conducted by commands, activities, and installations.

(4) Ensure periodic review of mobilization plans is conducted by commands, activities, and installations.

(5) Schedule periodic mobilization planning reviews and planning conferences as needed.

- (6) Schedule periodic reviews and planning conferences as needed.
 - (7) Schedule command post exercises (CPX) quarterly.
 - (8) Establish, publish, and implement a CPX evaluation system.
 - (9) Review operational plans annually to determine the need for their continued publication.
 - (10) Provide initial distribution and resupply of operational plans per appendix B.
- b. Staff principals, major subordinate commanders, subordinate commanders, and activity heads will--
- (1) Prepare supporting directives for operational plans as directed by ODCSOPS. (See para 5.)
 - (2) Prepare annexes for operational plans as directed by ODCSOPS. (See para 6.)
 - (3) Provide representatives at periodic reviews and planning conferences as required by ODCSOPS.
 - (4) Perform mobilization and operational planning and programming activities within their functional areas.
 - (5) Coordinate all matters pertaining to Reserve Component (RC) units or individuals as required by ODCSOPS. This will be done prior to implementing programs or making contact with RC units or individuals.
 - (6) Ensure compliance with instructions published by U.S. Army Forces Command (FORSCOM) as they pertain to assigned or attached U.S. Army Reserve and Army National Guard units and organizations, as required.
 - (7) Coordinate all matters pertaining to RC units or individuals with the State Adjutant General, Major U.S. Army Reserve Command, and FORSCOM or First U.S. Army, as appropriate. This will be done prior to implementing, or contacting RC units or individuals except as otherwise covered by memoranda of understanding regarding the Army CAPSTONE program.
 - (8) Assist and coordinate in all matters concerning mobilization and deployment planning as requested by ODCSOPS.

5. Supporting directives for operational plans

a. Preparing and submitting. As the proponent for all MDW operational plans, ODCSOPS will task other MDW organizations, as needed, to issue supporting directives covering specific functional areas of these plans. Organizations so tasked will prepare the supporting directives as directed by ODCSOPS within 60 days after being tasked, and will submit drafts to ODCSOPS for review and approval before issuing them. (Send drafts to Cdr, MDW, ATTN: ANOPS-OP-P, Bldg 46, Fort Lesley J. McNair, Washington, D.C. 20319-5050.) Prepare the drafts as follows:

(1) Type the drafts on 8 1/2 by 11-inch white bond paper. Type on only one side of each page.

(2) Use media and formats for supporting directives prescribed by ODCSOPS at the time of tasking.

(3) Provide comprehensive guidance for the functional area covered.

(4) Prepare supporting directives for issue at the highest level practicable and coordinate drafts with the next lower level to eliminate the need for supporting directives at lower levels.

(5) Do not duplicate or conflict with guidance in the supported operational plan.

b. Distribution. MDW organizations issuing supporting directives for operational plans will distribute them internally as needed after approval by ODCSOPS and will send one copy to Cdr, MDW, ATTN: ANOPS-OP-P, Bldg 46, Fort Lesley J. McNair, Washington, D.C. 20319-5050. ODCSOPS will distribute supporting directives as needed to any organizations external to the issuing organization.

6. Annexes for operational plans

Like supporting directives, annexes to operational plans implement the plans within specific functional areas. The difference is that the supporting directives are issued at lower levels by organizations in the command; annexes actually become part of the operational plan issued by ODCSOPS at the MDW command or installation level. Requirements of paragraph 5a(1), (2), (3), and (5) apply to annexes, as well as to supporting directives. The ODCSOPS will specify requirements for format and content at the time of tasking.

7. Classified and accountable plans and supporting directives

a. Classified plans and supporting directives will be distributed, transported, stored, and destroyed per AR 380-5.

b. Only those organizations authorized access to classified publications (SECRET/CONFIDENTIAL) may request and have classified and accountable plans and directives issued to them.

c. Lost or compromised plans and directives will be processed per AR 380-5. Simultaneously with initiating the procedures outlined in AR 380-5, the security manager responsible for the document(s) will inform ODCSOPS (ANOPS-OP-P).

APPENDIX A

References

Section I

Required Publication

AR 380-5 Department of the Army Information Security Program. (Cited in para 7a and c.)

Section II

Related Administrative Publications

(A related publication is merely a source of additional information. The user does not have to read it to understand this MDW Regulation.)

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| AR 10-30 | U.S. Army Military District of Washington |
| AR 10-42 | U.S. Army Forces Command |
| AR 50-4 | Safety Studies and Reviews of Nuclear Weapons Systems |
| AR 75-15 | Responsibilities and Procedures for Explosive Ordnance Disposal |
| AR 190-52 | Countering Terrorism and Other Disruptions on Military Installations |
| AR 500-60 | Disaster Relief |
| AR 525-1 | DA Command and Control System |
| MDW Pam 25-1 | Index of Administrative MDW Publications and Army Publications for which MDW is the Proponent |
| MDW Reg 1-2 | Staff Duty |
| MDW Reg 10-30 | Organization, Missions, and Functions of MDW |

Section III

Related Operational Plans

Army Strategic Capability Plan (U) (NOTAL)
 DA GARDEN PLOT (U)
 U.S. Army Forces Command General War Plan (U)
 U.S. Army Forces Command Mobilization and Deployment Planning System (FORMDEPS)
 U.S. Army Training and Doctrine Command (TRADOC) Basic Plan (U)

APPENDIX B

Distribution of Operational Plans

B-1. Initial distribution

Initial distribution will be determined by ODCSOPS on a need-to-know basis.

a. Organizations requesting initial distribution will prepare a disposition form (DF) that—

- (1) Gives a valid requirement for the material requested.
- (2) Requests and justifies a specific number of copies to be received.
- (3) States personnel to receive any classified material have been properly cleared.
- (4) States that facilities are available for safeguarding any classified material (SECRET/CONFIDENTIAL) to be received.

b. Submit the DF to Cdr, MDW, ATTN: ANOPS-OP-P, Bldg 46, Fort Lesley J. McNair, Washington, D.C. 20319-5050.

B-2. Resupply

Organizations receiving initial distribution of operational plans may request resupply (copies in addition to initial distribution). To request resupply, submit a DF as in paragraph B-1a; in the subject block, type "Resupply Request for (NUMBER AND TITLE OF PLAN)."